

**ANNUAL DISABLED VETERANS AFFIRMATIVE ACTION PROGRAM (DVAPP)
PLAN CERTIFICATION – FISCAL YEAR 2004**

IDENTIFYING INFORMATION

A. Name and address of Agency

**U.S. Department of Energy
National Nuclear Security Administration
Office of Diversity and Outreach
1000 Independence Avenue, SW
Washington, DC 20585**

**B. Name and Title of Designated DVAAP Official
(includes address, if different than above)**

Telephone and Fax Number:

**Mary Ann Fresco
Director
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**C. Name and Title of Contact Person
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Diversity and Outreach Specialist**

**Phone: (202) 586-6019
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CERTIFICATION: I certify that the above named agency: (1) has a current DISABLED VETERANS AFFIRMATIVE ACTION PROGRAM (DVAAP) Plan and the program is being implemented as required by 38 U.S.C. § 4214, as amended, and appropriate regulations and guidance issued by the U.S. Office of Personnel Management; (2) that all field offices or installations having less than 500 employees are covered by DVAAP plan; (3) that all field offices or installations having 500 or more employees are covered either by this plan or by a local plan; and (4) that such plans are available upon request from field offices or installations.

SIGNATURE

Mary Ann Fresco

DATE

10/22/04

Annual Accomplishment Report For Disabled Veterans Affirmative Action Program (DVAAP)

INTRODUCTION

This report represents the FY 2004 Accomplishment Report for Disabled Veterans for the NNSA Headquarters, Service Center, eight NNSA Site Offices (Kansas City, Livermore, Nevada, Sandia, Pantex, Y-12, Savannah River and Los Alamos).

NNSA commenced a rigorous reengineering effort effective December 20, 2002. The reengineering effort had major impact on the Service Center decreasing the staff total to 398 due to attrition, buyouts, retirements and reassignments that occurred on September 1, 2004. The Site Offices have increased their overall staff totals. NNSA Headquarters has seen 5 additional Offices established: NA-4, Office of the Deputy Under Secretary for Counterterrorism; NA-16, Assistant Deputy Administrator for Inertial Confinement Fusion and the NIF Project; NA-44, Office of Emergency Operations Support; NA-56, Office of Environmental Management Transition, and NA-70; Associate Administrator for Defense Nuclear Security.

1. **Methods used to recruit and employ disabled veterans, especially those who are 30 percent or more disabled.**

NNSA uses the Veteran's Readjustment Appointment and Veterans Employment Opportunities Act of 1998 to fill vacancies under Merit Promotion methods.

NNSA has a total of 619 veterans; 54 (48 males and 6 females) of whom are 30% or more disabled. Job fairs held at various military bases throughout the United States are used to recruit prospective employees. When vacancies do occur, priority consideration is given to disabled veterans in accordance with the Veterans Recruitment Authority. Veterans preference is applied for delegated examining competitive recruitment actions. During FY 2004, a total of 162 new hires occurred at NNSA. Six of the 162 new hires - 4 Caucasian and 2 Hispanic males are disabled veterans with 30% disability. The breakdown of the grade levels for these 6 disabled veterans is as follows:

<u>Grade level</u>	<u>Location</u>	<u>Number Hires</u>	<u>Ethnic Origin</u>
GS-07	OST	1	Hispanic
GS-08	OST	2	Hispanic, Caucasian
GS-13	OST	1	Caucasian
EK-04	Pantex, Livermore	2	Caucasian

Vacant positions for Nuclear Material Couriers in Office of Secure Transportation (OST) are advertised either government-wide (current/former feds, military preference eligible, to include disabled vets and military veterans), and all qualified candidates nationwide. Under government-wide announcements, disabled veterans compete with other merit

promotion eligible candidates. OST advertises open vacancies through Military Times, www.Lawenforcement.com, and military job fairs to reach potential applicants. Minorities, women, and disabled veterans are also reached through minority and law enforcement websites.

2. Methods used to provide or improve internal advancement opportunities for Disabled Veterans. Please indicate specific efforts and accomplishments in providing developmental (formal training) opportunities for veterans in your narrative.

Internal advancement opportunities are provided through NNSA's Merit Promotion Plan.

NNSA employees, including disabled veterans, have Individual Development Plans, which identify short and long-term career objectives and identify formal training, on-the-job training, potential cross-training and/or reassignments.

During the consolidation and downsizing, opportunities existed for disabled veterans to receive permanent and temporary promotions, reassignments, details, and training. Thirteen disabled veterans (11 Caucasian and 2 Hispanic males) received promotions during FY2004. Below is a breakdown by grade and ethnicity:

<u>Grade level</u>	<u>Location</u>	<u>Promotions</u>	<u>Ethnic Origin</u>
GS-7	OST	1	Hispanic
GS-8	OST	2	Hispanic, Caucasian
GS-9	OST	4	Caucasian
GS-11	OST	1	Caucasian
GS-13, 15	OST, Service Center, Hdqtrs	3	Caucasian
EK-4	Pantex, Livermore	2	Caucasian

During FY 2004, a total of 12 veterans, 4 of whom are 30% or greater disabled, participated in the following programs:

- Leadership Transition Program
- Establishing Effective Mentoring Relationships
- Project Management Essentials
- Accident Investigator Training
- Nuclear Weapons Orientation
- Basic Course in OSHA Construct
- Federal Executive Institute Executive Forum
- ESH199 Methods for Reviewing Systems
- ABCs of Effective Relationships
- SANS 2004
- FEI-LDS-Applied Learning Program
- COR Mentor Program

There were a total of 3 Caucasian males enrolled in internship programs and 1 SES level training program.

3. A description of how the activities of major operating components and field installations were monitored, reviewed, and evaluated.

The NNSA Service Center and Site Offices develop quarterly progress reports for submission to and review by the NNSA Headquarters Diversity and Outreach Director.

4. An explanation of the agency's progress in implementing its Affirmative Action Plan during the fiscal year. Where progress has not been shown, the report will cite reasons for the lack of progress, along with specific plans for overcoming cited obstacles to progress.

*Due to the major staffing changes and other conditions imposed by the reengineering effort that ended September 2004, NNSA will begin developing a corporate Disabled Veterans Affirmative Action Program Plan in FY 2005. This report will address the needs of the employees with disabilities and implement actions to improve communications and build partnerships.